

# GSA SmartPay® 2 Offers Comprehensive Payment Solutions

## Government Charge Cards Provide Great Savings and Efficiencies



Established in 1998, GSA SmartPay® is the largest government charge card program in the world. The program allows over 350 government agencies and organizations to issue task orders, against existing master contracts, to obtain charge card products and services to support their missions and operations. GSA SmartPay® is managed by GSA's Office of Charge Card Management (OCCM).

Government cardholders can pay for commercial goods and services, travel-related expenses, and fleet expenses through purchase, travel, fleet, and integrated (i.e. combination of two or more of the three business lines) charge cards. The GSA SmartPay® cards continue to remain the preferred payment method of the government, with over 3 million cards in circulation — including more than 2 million travel cards and nearly 300,000 purchase cards, as well as more than 600,000 fleet cards.

The GSA SmartPay® program offers savings and efficiency to the government, with an estimated \$1.72 billion in administrative processing cost avoidance in FY08 for purchase cards alone. In addition, travel cards provide access to the GSA City Pair program, which saves the government approximately \$2.8 billion per year.

### GSA SmartPay® 2 Charge Card Offerings

#### Purchase Card

The purchase charge card offers customers a myriad of benefits when managing every day office expenses. The card allows agencies to purchase supplies and services quickly, provides a paper trail for tracking purchases, and features reporting capabilities to assist with strategic sourcing. Purchase cards can be used to buy anything from office products to management or consulting services. When purchases are being made above the micro-purchase threshold (above \$3K), the card becomes a payment vehicle. However, the card is not a contracting vehicle.

#### Travel Charge Card

Travel charge cards, which are used everyday by millions of agency employees for official government travel, enable employees to pay for official government travel-related expenses. In fact, use of the travel charge card is mandatory for employees who travel more than five times in a year (see Public Law 105-264 and your agency's policy for more information). Travel charge cards are conveniently used to pay for airline tickets or other forms of transportation, as well as hotel rooms, rental cars and meals.

The card makes managing your travel expenses a snap! It also helps that the travel card account numbers indicate whether a government traveler is authorized to receive the discounted airline City Pairs rate.

#### Fleet Charge Card

The Fleet charge card can be used for maintenance and fuel for agency-owned and GSA fleet vehicles. It can also be used to maintain other related items such as a fleet of lawn equipment.

GSA's leased vehicles are used by agencies across the world to accomplish their missions — and every GSA leased vehicles come with the GSA SmartPay® 2 fleet charge card. These cards help agencies to maintain their leased vehicles and make purchasing of fuel easier than ever. Interesting to note, two of GSA's own IGs actually assisted with the GSA SmartPay® 2 Fleet Charge Card design; as a safeguard, they added a diagonal teal stripe across the back of the card, to identify the cards from a distance in fraud detection operations.

#### Integrated Charge Card

Integrated charge cards can be used by agencies where two or more business lines are combined on one charge card, i.e. travel and purchase card services. The Department of the Interior, the largest user of Integrated Charge Cards, has had much success in this area.



Smarter Solutions



## Value Added Product and Service Offerings

### Virtual Cards

Virtual cards provide agencies with the flexibility to issue accounts for one-time use during a limited time period (such as within a 30 day window), with a limited amount, and even for a specific vendor, if desired.

### Data Mining

Data mining is available for those agencies that wish to analyze spending trends, patterns, and anomalies for use in risk management, spend patterns, and other areas of analysis.

### Net-Billing

This process ensures that merchant discounts or rebates offered are deducted at the point of sale, guaranteeing discount arrangements.

### Additional Authorization Controls

This option is used when there is a need to enforce policies governing the allowable use of charge cards, ensuring adherence for the procurement and payment of products and services. Merchant category code (MCC) blocks, daily spending limits, and transaction limits are a few tools agencies can use to ensure proper use of government charge cards among employees.

### Contactless Payment Cards

These are standard cards with the added functionalities of Integrated Circuit Card (ICC) and Radio Frequency Identification (RFID) technologies. They can include a magnetic stripe, integrated circuit chip capabilities, and contactless transponder technology.

### Other offerings include:

Electronic Merchant Payment

Foreign Currency Cards

Email Alerts

## Contractor Bank Contact Information

Cardholders can contact their charge card bank by calling the 800 # on the back of their cards or they can contact their Agency/Organization Program Coordinators (A/OPC) for assistance. For assistance with your government charge card(s), you can reach the contractor banks at:

### Citibank:

[www.citimanager.com](http://www.citimanager.com)

(800) 790-7206 (within the United States)

(904) 954-7850 (outside of the United States)

### JP Morgan Chase:

[www.jpmorganchase.com/smartpay](http://www.jpmorganchase.com/smartpay)

(888) 297-0781 (within the United States)

(847) 488-4441 (outside the United States)

### US Bank:

[www.usbank.com/gov](http://www.usbank.com/gov)

(888) 994-6722 (within the United States)

(701) 461-2232 (outside the United States)

## For More Information

For questions and assistance, contact the Office of Charge Card Management by email at [gsa\\_smartpay@gsa.gov](mailto:gsa_smartpay@gsa.gov), or via the GSA SmartPay® phone line at (703) 605-2808. You may also visit our website at [www.gsa.gov/gsasmartpay](http://www.gsa.gov/gsasmartpay).

